

Flagstaff City Commission on Diversity Awareness
Council Chambers (1st Floor)
Flagstaff City Hall – 211 West Aspen Avenue, Flagstaff 86001
November 20, 2018 1:30 p.m.

I. Call to Order

II. Roll Call

Emily Davalos

Jean Toner

Dan (Robert) Duke

Anne Hart

Khalif Durham

DeAnn Wegwert

III. Recommended Protocol for Members and Other Participants Calling In

All participants, including staff, should sit at the conference table during the discussion of topics, so they are closer to the microphones. Those present in the room should minimize side conversations and shuffling of paper because the sound is picked up by the microphones and it is more difficult for those on the phone to hear. Please be sure to identify yourself when you begin to speak, so those calling in know who is speaking. The Chair of the meeting should ensure those on the phone have an opportunity to speak.

IV. Public Participation

The Commission cannot act upon items presented during the Public Participation portion of the Agenda. Individual Commission members may ask questions of the public, but are prohibited by the Open Meeting Law from discussion or considering the item among themselves until the item is officially placed on the Agenda. Each public comment or presentation will be limited to five (5) minutes.

V. Staff Participation

Shannon Anderson, Staff Liaison

VI. Approval of Minutes – October 16, 2018 (Attachment 1)

VII. Date of Next Meeting – December 18, 2018

VIII. Action Items

- A. Translation Services for CODA Survey – Emily Davalos
- B. Women's Rights Commission – Mayor Coral Evans
- C. Diversity Flag Pole (Attachment 2)
- D. Display Case
- E. Identify Proclamations and Events for January through June 2019
- F. Request attendance of City Attorney's office staff to future meeting

IX. Reports/Discussion Items

None.

X. Future Agenda Items

- A. January 15th – Discuss chair and vice chair roles and expectations for CODA timing of change
- B. February 19th – Election for chair and vice chair roles
- C. Facilities for collecting handwritten CODA surveys
- D. CODA Survey results and future process for sharing additional results
- E. Public Forum
- F. Planning for CODA social event
- G. Request for Commissioners to watch the video from previous meeting(s) missed for consistency and time savings during meetings
- H. Time and Length of Commission meetings
- I. Discussion about Diversity Fair
- J. Review list of other organizational committees brought by each commission member and possible action of creating liaisons for other diversity groups

XI. Adjournment

For Special Accommodations, please notify Stacy Saltzburg in the City Clerk's Office at (928) 213-2077 or (928) 774-5281 (TDD) at least three business days prior to scheduled meeting time.

Certification of Posting Notice

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on November 19, 2018 at 12:45 p.m. in accordance with the statement filed by the Commission on Diversity Awareness with the City Clerk.

Dated this 19th day of October 2018. _____